

SAN PEDRO PROPERTY OWNERS ALLIANCE BOARD OF DIRECTORS MEETING

AGENDA

September 24, 2008

**Meeting Location: Crowne Plaza Hotel
601 S. Palos Verdes Street
San Pedro, CA 90731**

1. CALL TO ORDER – Eric Eisenberg, President 9:00 AM
2. INTERIM BOARD -
Eric Eisenberg, President
Jayme Wilson, Vice President / Secretary
Alan Johnson, Treasurer
Camilla Townsend, Chamber of Commerce, Board Member
Ralph Hicks, Port of Los Angeles, Board Member
Lauren Cohen, Galaxy Commercial Holding, Board Member
Anthony Bilas, Board Member
3. APPROVAL OF MINUTES
- August 25, 2008
4. PUBLIC COMMENTS
This opportunity is reserved for any public comments to the Board pursuant to the Brown Act with the understanding that no action may be taken, nor discussion conducted on un-agendized subjects. It is the Board's policy that persons in the audience may also address the Board in connection with any particular agenda item during the public comment period. As provided by the Brown Act, each individual's speaking time shall be limited to three minutes. Anyone desiring to speak during the public comment period must complete a speaker card and submit it to the Chair prior to the start of the meeting.
5. EXECUTIVE DIRECTOR'S REPORT
 - A. Overview Discussion of Future PBID Approval Milestones
 - i. BID Ordinance #180015 Effective Date is 8/16/08; BID Administration Contract Effective Date is 9/1/08
 - ii. Contract With City & SPPOA for PBID Administration
--status: has been submitted to City Clerk's Office for execution
 - iii. Insurance Coverage
--status: documents have been executed & 25% premium submitted to bind coverage
 - iv. SPPOA Bylaws Adoption
--status: adopted by Interim Board 8/12/08

- v. Budget / Assessment Advance of 2008 Assessments = \$81,250
--advance has been requested
- vi. Letters to MBID participants & All PBID Stakeholders
--have been mailed

6. NEW BUSINESS

A. Review, Discussion, & Ratification of the following documents / historical actions:

- i. SPPOA Bylaws and Authorization for Vice President / Secretary to Execute
- ii. Ratification of Interim Board Members
- iii. Proposed Standard Form Agreement With City of Los Angeles for BID Administration and Authorization for President, Vice President / Secretary, and Interim Executive Director to Execute
- iv. Approval of SPPOA Insurance Quote From Insurance West and Authorization for President and Interim Executive Director to Execute Documents Needed for Implementation
- v. Approval for Start-Up Loan NTE \$5,000 for Binding of Insurance to be Repaid Upon Receipt of City Assessment Funds Advance and Authorization for President and Interim Executive Director to Execute Documents Needed for Implementation
- vi. Request / Invoice of Assessment Advance From Office of City Clerk
- vii. Agreement for Office Space & Services with Chamber of Commerce and Authorization for Interim Executive Director to Execute Documents Needed for Implementation
- viii. Agreement for Professional BID Implementation Services with Duckworth Consulting and Authorization for President Execute Letter Agreement

B. Review, Discussion, & Possible Approval of Security Services RFP

C. Consideration of Proposed BID Area Promotional Cooperative Agreement for Dia de los Muretos (NTE \$800)

7. ITEMS FROM BOARD MEMBERS

8. NEXT MEETING – November 5, 2008

9. ADJOURNMENT

12:00 Noon